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August 8, 1996

To: All Region Operations Managers
All Promotion Coordinators

Subject: **Sam's Club, October Promotions Deadlines**

Ladies & Gentlemen:

Sam's Club promotion workbooks for October that were e-mailed to each region last week should be completed and **returned to Kathi Caldwell, 2610, in Dallas by Monday, August 12.**

This coincides with the **final transfer date of 8/12/96** for product and shippers for the October Partners promotions.

Do not hold workbooks anticipating additional Partners level contracts. Submit sku quantities based on information on hand as of today.

We anticipate ordering October product to all affected McLane divisions on 8/13/96-8/14/96, in order to meet packing leadtimes and hit Sam's shipment requirements for the first week of October.

As a reminder, November transfer deadlines are 9/9/96. You will receive November workbooks the week of 8/12/96 from Kathi Caldwell. You should enter sku quantities and return to Kathi Caldwell by 8/28/96. All product and shippers should be tranferred to Kathi Caldwell, 2610, not the McLane Division for processing and order preparation.

December transfer deadlines are 9/23/96. You will receive December workbooks also the week of 8/12/96. You should enter sku quantities and return by 9/12/96.

It is imperative that we meet these deadlines in order to meet McLane packing and Sam's Club shipping requirements. Submitting information by any method other than the workbooks delays the process.

Thanks for your cooperation. Any questions please call.

Marty Washburn

cc: T. Sullivan, P. Letourneau, McLane Managers, J. Maguire, B. Stockdale, AVP's

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Source: https://www.industrydocuments.ucsf.edu/docs/hpvn0000

To: Macleod, Stephen, Campbell, Judy
From: 1610 - Buffalo ROU (BRZEZIE)
Posted: 8/9/96 8:51
Opened: 8/9/96 8:51
Subject: FWRD: sam's club deadline dates

Forwarding the following..

========== <Forwarded Letter> ==========
From: Washburn, M
To: 1610
Subject: sam's club deadline dates
Posted: 08/08/96 17:03
Priority: High Priority

see attached:

marty washburn

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